

**CITY of POULSBO ENGINEERING DEPARTMENT
APPLICATION FEES**



Revised by resolution 2016-xx

Pre-Application Conference Fees: Apply to each pre-application conference.

Application Fees:

1. Application fees apply to the original submittal and one re-submittal. Subsequent re-submittals will require payment of hourly charges. The City Engineer may determine that the scope of the review of the original submittal and/or resubmittal requires payment of hourly charges in addition to the application fee. Fees are non-refundable.
2. Hourly charges will also be assessed for other Engineering Department services, including, but not limited to, plan review, latecomer agreement ("delayed benefit") applications, franchise applications, Master Plan review, EIS (Environmental Impact Statement) review, and special requests requiring Department staff time.
3. When hourly charges apply, the applicant will be billed at the hourly rate for actual costs incurred. The hourly rate shall be based on the annual Salary & Wage Resolution & the current budget.
4. Costs for engineering, legal, or other professional services actually incurred by the City which arise out of the processing of any land use permit application shall be reimbursed by the applicant.
5. Deposits for Engineering Department services or other professional services shall be paid in advance. Deposits may be required at the time of, or after, payment of application fees. Unused deposits are refundable.

PROJECT: _____

Prepared by / Date: _____

Receipt # / Date Paid: _____

APPLICATION TYPE	FEE	AMOUNT DUE
Pre-Application Conference: Type A (Minor)	\$220	\$
Type B (Standard)	\$340	\$
Preliminary Plat - Long Plat/PRD 5-20 lots	\$1,815	\$
21-50 lots	\$2,045	\$
51-100 lots	\$2,270	\$
>100 lots	\$2,270 + \$25/lot over 100 lots	\$
Final Plat (Long Plat), PRD, PMUD, Binding Site Plan	\$1,705 + \$15/lot	\$
Short Plat	\$1,165	\$
Plat Alteration (2)	\$195	\$
Site Plan Review	\$670	\$
Drainage Analysis	\$430/basin	\$
Conditional Use Permit (2)	\$195	\$
Accessory Dwelling Unit (2)	\$195	\$
Boundary Line Adjustment (2)	\$195	\$
Comprehensive Plan Amendment (2)	\$260	\$
Master Plan (2)	\$330	\$
Master Plan Amendment (2)	\$195	\$

TOTAL FEES PAGE 1 \$ -

TOTAL FEES PAGE 2 \$ -

TOTAL FEES \$ -

ESCROW DEPOSITS

Professional Services	_____	\$
Inspection	_____	\$
Administration	_____	\$

TOTAL DEPOSITS \$ -

TOTAL FEES + DEPOSITS \$ -

Finance Dept. Codes:

Application Fees	REV CODE: E3 (Zoning System)	\$	-
Deposits	REV CODE: EP (Zoning System)	\$	-

**CITY of POULSBO ENGINEERING DEPARTMENT
APPLICATION FEES - PAGE 2**



Revised by resolution 2016-xx

PROJECT: _____

Prepared by / Date: _____

Receipt # / Date Paid: _____

APPLICATION TYPE	FEE	AMOUNT DUE
Post Decision Review (2)	\$195	\$
Shoreline Substantial Development Permit (SSDP) (2)	\$195	\$
Concomitant Agreement Revision/Release (2)	\$195	\$
Telecommunications Master Permit	\$710	\$
Telecommunications License	\$430	\$
Right-of-way Vacation	\$850	\$
Latecomer Agreement (Street, water, sewer, storm)	\$1,705 1st util.+ \$855/add'l util.	\$
Public Property Construction Permit, w/o pavement cutting	\$145	\$
With Pavement or Sidewalk cutting	\$455	\$
Stop Work Order - Site Plans and Plats	\$500	\$
- All others	\$115	\$
Limited Review (based on the hourly rate)	\$65/hr	\$
Floodplain Development Permit		\$
Grading Permit (See Separate Grading Permit Worksheet)		\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL FEES PAGE 2		\$ -

Note (1) - Add Drainage Analysis if appropriate
 Note (2) - Fee based on hourly rate, estimated amount. Unused amount will be refunded to applicant

Rev. 11/09/16